



KATHLEEN BABINEAUX BLANCO
LIEUTENANT GOVERNOR

State of Louisiana
OFFICE OF THE LIEUTENANT GOVERNOR
DEPARTMENT OF CULTURE, RECREATION & TOURISM
MANAGEMENT AND FINANCE

PHILLIP J. JONES
SECRETARY

MATTHEW A. JONES
UNDERSECRETARY

HUMAN RESOURCES MEMORANDUM NO. 02-024

April 2, 2002

TO: Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

FROM: Mary F. Ginn
Human Resources Director

SUBJECT: PET Training Class

A Professional Entry Test (PET) Training Class will be conducted on April 30, 2002, in the State Library Seminar Center. The training will begin at 8:30 a.m. and conclude at approximately 3:00 p.m., depending on the size of the class.

Please register for the class by completing the attached form and returning it to the Human Resources Office by mail or fax to (225) 342-7928. Please call (225) 342-0880 if you have any questions.

Attachment

Please Post and Circulate

**PROFESSIONAL ENTRY TEST TRAINING
REGISTRATION FORM**

**April 30, 2002, 8:30 a.m. – 3:00 p.m.
State Library Seminar Center, Baton Rouge**

Please Print:

NAME: _____

OFFICE: _____ **TELEPHONE #:** _____

Signatures:

EMPLOYEE: _____ **DATE:** _____

SUPERVISOR: _____ **DATE:** _____

Return to:
Department of Culture, Recreation and Tourism
Human Resources Office
P.O. Box 94361
Baton Rouge, LA 70804-9361
Fax: (225) 342-7928